

Kyle Henson

Huntington, NY | khenson631@gmail.com | (631) 356-5778 | linkedin.com/in/kyle-henson-740b37b5/

Results-driven software professional with a focus on design and data. Currently working as a data conversion specialist and learning front-end development in my free time.

EXPERIENCE

MDS Property Management Software Hauppauge, NY

Data Conversion Specialist Sept. 2022–Present

- Lead the analysis and mapping of data from various sources, ensuring seamless integration into client databases
- Determining the specifications needed to transfer data from one format to another, testing the conversion process to ensure that data is corruption-free, and providing resolutions to any errors or issues that may occur
- Utilize industry-standard tools and scripts to extract, transform, and load data (ETL), consistently meeting quality standards and project timelines

Report Design Specialist June 2020–Present

- Designing and implementing custom reports to client's specs using Active Reports and VBScript
- Explore and implement innovative approaches to enhance the effectiveness and aesthetic appeal of reports
- Maintain a cache of several hundred existing reports to ensure continued usability

Software Support Specialist June 2017–Sept. 2020

- Worked in a fast-paced call center providing software support to NYC property management firms
- Debugged and reproduced software issues, provide fixes and workarounds, and verified program changes to ensure continued operability of the software

Baruch College New York, NY

Tutor - Academic Consulting Center Jan. 2015–June 2017

- Coached undergraduate and graduate students in writing and presentations for English, business, and communications courses
- Average grade increase for students of C+/B- to A/A-

Program Assistant - Baruch College Leadership Academy July–Aug. 2016

- Taught and mentored gifted high school students and acted as brand ambassador and recruiter for Baruch College

Research Assistant - Dynamic Learning Lab Jan. 2015-May 2016

- Administered EEG sessions to record human brain activity; analyzed data using SPSS software

EDUCATION

Baruch College 2013-2017

B.A. Philosophy and Psychology

- Dean's Scholar (Full Tuition Scholarship)
- President of Psychology Honor Society, 2015-2017

SKILLS

Extract-Transform-Load (ETL), data conversions, Visual Basic 6, VBScript, VBA, ActiveReports, Microsoft Excel, project management, customer service, general accounting knowledge, financial reporting, written and verbal communication